

Formal Letter of Recommendation for Scholarship Application

[Your Name]
[Your Position/Title]
[Department/Organization]
[Institution Name]
[Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

To the Scholarship Committee,

I am writing to wholeheartedly recommend **[Student Name]** for the **[Scholarship Name]** at **[Institution/Organization Name]**. As **[his/her/their]** **[teacher/professor/advisor]** in the **[Department/Program]** for the past **[duration]**, I have had the privilege of witnessing **[Student Name]**'s outstanding academic achievements, exemplary character, and unwavering commitment to excellence.

[Student Name] consistently demonstrates a passion for learning and intellectual curiosity that distinguishes **[him/her/them]** from **[his/her/their]** peers. **He/She/They** achieved a remarkable **[GPA/Grade]** and excelled in subjects such as **[relevant subjects]**. Beyond academics, **[Student Name]** is actively engaged in **[clubs, volunteer work, competitions, or extracurricular activities]**, showcasing strong leadership, teamwork, and a commitment to making a positive impact in our community.

What sets **[Student Name]** apart is **his/her/their** integrity, perseverance, and adaptability. **He/She/They** approaches challenges with a positive attitude and determination, consistently displaying maturity beyond **his/her/their** years. I am confident that **[Student Name]** will thrive in your program and make meaningful contributions to your academic community.

I strongly endorse **[Student Name]**'s application for the **[Scholarship Name]**. I am certain that **he/she/they** has the drive, talent, and ambition to fully leverage this opportunity. Please feel free to contact me at **[your email address]** should you require any further information.

Sincerely,

[Your Name]
[Your Position/Title]
[Department/Institution Name]